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State Education Departments' Policies and Practices in the Approved Program Approach to Teacher Certification.

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As part of an interstate certification project, this bulletin summarizes information gathered by questionnaire from the 50 states and the District of Columbia on teacher certification policies and practices. Resumes of state education department responses cover legal and policy structure, approval of teacher education programs for certification (related specifically to the approved program approach in which any graduate of a state-approved institution is granted a certificate provided he has that institute's recommendation as a teacher), criteria for program approval, certification procedures, and statistical data. A sample questionnaire is provided. (LP)

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STATE EDUCATION DEPARTMENTS' POLICIES AND PRACTICES in the APPROVED PROGRAM APPROACH to TEACHER CERTIFICATION

Interstate Certification Project
Title V, Elementary and Secondary
Education Act
Division of Teacher Education
and Certification
State Education Department
Albany, New York

SP002692

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INTRODUCTION

Over the years various groups have been involved in reaching interstate agreements in teacher certification. Under a planning grant in 1966 from the U. S. Office of Education (Title V, Section 505, Elementary and Secondary Education Act), New York State has been exploring this area with a number of other interested states which use the approved program approach to teacher education.

This bulletin is a summary of information gathered from the fifty states and the District of Columbia about practices and policies related to the approved program approach to teacher certification.

Purpose

This publication is a compilation of information from the states concerning selected teacher education and certification practices and policies. The purpose of assembling this material is to help state certification officers find compatible states with which they might work toward formal agreements for interstate teacher certification.

Contents

This bulletin includes a sample questionnaire and resumes of the current practices and policies of each state discussed under the following headings:

1. Legal and policy structure
2. Approval of teacher education programs for certification
3. Criteria for approval of teacher education programs
4. Certification procedures
5. Statistical and other data.

To keep each resume to an appropriate length, a certain amount of interpretation of the differing policies was necessary in the transposition of data from the questionnaires. This may result in minor inconsistencies or ambiguities, so that the resumes are not always directly comparable. Since this bulletin attempts only to find broad areas of common ground on which the states may meet, it is not essential that all inconsistencies and ambiguities be resolved in this publication.

* * *

The Interstate Certification Project

Many factors exist that make it desirable for certified teachers to be able to move more freely among states.

The myriad and sometimes petty differences in certification requirements from state to state pose serious problems. A teacher certified in one state must choose carefully if he desires to move to another state unless he is prepared to return to school to meet new certification requirements.

From the point of view of the school, a faculty which is made up entirely of graduates from within the state has much less to offer students than a faculty made up of persons with varying backgrounds and geographic origins. And yet, schools cannot attract out-of-state teachers successfully when they are obstructed by different certification requirements.

Not only would interstate certification remedy these problems, but two strong benefits would occur to the state contracting an interstate agreement. First, colleges in a participating state could attract students from other states by advertising that graduates of its teacher program would be automatically certified to teach in other participating states.

Second, participation in the interstate certification agreement could raise the educational level of teacher training institutions within each state. Marginal institutions would be encouraged to up-grade their programs to meet state approval standards for the interstate agreement or face the loss of a student body from diversified geographic backgrounds.

* * *

The Approved Program Approach

The method suggested as a basis for interstate certification is the approved program approach to teacher education and certification. Through this approach, a teaching certificate is granted automatically and without review of transcript to any graduate of a state approved higher institution who has that institution's recommendation as a teacher. This approach simplifies certification within each state by eliminating bureaucratic course-counting of each graduate's transcript.

Applied to interstate certification, mutual acceptance of the approved program approach can simplify the procedure of one state certifying another state's graduates from an approved program in teacher education.

One advantage of using this approach is that teacher education programs are not regimented when they become part of an interstate agreement. The approved program approach permits flexibility for colleges and universities to modify their programs with considerable freedom within each state. The ability of graduates to be certified in participating states remains unimpaired as long as the program has the approval of the state in which it is located.

Another advantage is that this approach permits a variety of philosophies toward teacher training. Interstate certification should not attempt to make uniform educational standards and practices throughout the states. The interstate agreement under development has stressed understanding and acceptance of the differences in other states' certification requirements. The project seeks common denominators to bring state certification authorities together; it does not seek to make the requirements in each state the same.

* * *

Conclusion

A second publication is in progress which will serve as a manual for those states interested in forming interstate certification agreements. It will include additional background information about teacher mobility and its effect upon the quality of education, model legal instruments, and suggested procedures for implementing interstate agreements.

INTERSTATE CERTIFICATION PROJECT
New York State Education Department
Albany, New York 12224

DESCRIPTION OF THE APPROVED PROGRAM APPROACH TO CERTIFICATION

For

____

General Information and Directions

The attached questionnaire requests that information be provided in several forms. There are items which:

(a) may be completed with a check mark, a number, or a word or two,

(b) need a response of a few words, phrases, or perhaps a sentence or two (a space under the item has been provided for these responses),

(c) need additional information. It is requested that these data be attached in whatever form is deemed appropriate. Please identify on such attached information the item in the questionnaire to which the attachment is germane.

Although an attempt has been made to avoid local terminology, please review the definition of terms prior to responding to the questionnaire.

Efforts have been made to eliminate from the questionnaire information that can be readily gathered from standard reference sources.

DEFINITION OF TERMS

1. Approval of Program - A formal understanding between a state authority and a higher institution that a specified educational sequence will assure the institution's recommendees of a certificate for school service.

2. Certificate - A document, issued by a state education department, indicating that the holder has satisfied the minimum requirements for a specified professional position. Also called a license.

3. Certification - Action leading to issuance of a certificate.

4. Higher institution - An incorporated post-secondary institution requiring, for admission, four years of secondary school work, or the equivalent, offering at least a four-year course leading to the bachelor's or higher degree.

5. Non-certified - An individual employed in a professional position who does not have a certificate for that position.

6. N.A. - Not applicable.

7. Private institution, higher education - A college or university primarily supported by other than tax revenues.

8. Professional - School personnel employed in a position requiring at least the baccalaureate degree.

9. School district - Unit of local government established to carry out the state's responsibility to provide adequate educational opportunities for all the children of the state by operating schools or contracting for school services.

10. SED - State education department.

11. Teacher certification - A general term which includes certification for all professional positions in the schools.

12. Teacher education program - A sequence of courses and experiences in a higher institution, successful completion of which prepares a candidate for teaching or other school service.

13. Temporarily certified - An individual employed in a professional position who holds a certificate based on lesser requirements than the regular standard certificate for the state.

INTERSTATE CERTIFICATION QUESTIONNAIRE

A. The State Legal and Policy Structure

1. Is there statutory authority for validating certificates from another state?

   Yes ________ No ________

   If yes, please attach copies of the text of such statutes and/or agreements.

2. Are there statutory regulations prohibiting the acceptance of teacher certification from another state?

   Yes ________ No ________

   If yes, please attach copies of the text of such statutes and/or agreements.

3. Are there formal certification agreements with other states?

   Yes ________ No ________

   If yes, by whose authority were they established:

   (a) Legislative ________
   (b) SED regulation ________
   (c) Other (specify) ________

4. Please check those of the following who may certify teachers from out-of-state.

   (a) SED, Teacher Certification Office ________
   (b) Higher institution ________
   (c) County or Regional Authority ________
   (d) Local School District ________
   (e) Other (please specify) ________

5. Do SED records contain the following data:

(a) Copy of each current teacher certification program in effect in each higher institution in the state?

Yes ________ No ________ N.A. ________

(b) A record for each certificate issued in the state?

Yes ________ No ________ N.A. ________

B. Approval of Teacher Education Programs for Certification

1. What accreditation must a higher educational institution in the state have to permit graduates to be certified (check all applicable entries)

(a) No accreditation needed ________
(b) State accreditation needed ________
(c) Regional accreditation needed________
(d) National accreditation needed________

2. If teacher education programs in higher institutions require approval of the state certification authority and, in addition, another agency, what is that agency?

(a) Name of Agency ________________________________
(b) Does state certification authority follow other agency approval? ________________________________
(c) Does state certification authority precede other agency approval? ________________________________

3. For what period of time is a higher institution's teacher education program approved?

	Initial Approval	Subsequent Approval
(a) Up to 5 years	________	________
(b) From 5 to 10 years	________	________
(c) More than 10 years	________	________
(d) No specified time	________	________
(e) Time limits vary among programs	________	________
(f) N.A.	________	________
(g) Other (please explain)	________	________

4. Is there a difference in the procedure for initial approval and any subsequent reapproval of a teacher education program in a higher institution?

Yes ________ No ________ N.A. ________

If yes, please attach a list of the major differences between the two procedures?

5. During the period of initial approval of a higher institution's teacher education program, is there an on-campus audit (a visit for verification and further information)?

Yes ________ No ________ N.A. ________

6. When a higher institution submits a teacher education program for SED approval, what institutional officer authorizes it as an official program of the institution?

____

7. If a teacher education program is not approved, is there provision for appeal by the institution?

Yes ________ No ________ N.A. ________

If yes, please attach an outline or copy of the appeal process.

8. Please check those of the following whose members may be involved in on-campus audits of teacher education programs in higher institutions:

(a) SED, Teacher Certification Office ________
(b) Higher institutions ________
(c) NCATE representatives ________
(d) Regional accrediting groups ________
(e) Lay groups ________
(f) Public school personnel ________
(g) N.A. ________
(h) Other (please specify) ________

9. Please check the following items which apply to on-campus audits of teacher education programs:

(a) Is the program described in writing prior to the campus visit?

Yes ________ No ________ N.A. ________

(b) Is there an outline of required information for the written application?

Yes ________ No ________ N.A. ________

If yes, please attach.

(c) Is there a training program for personnel making audits if they are not regular SED personnel?

Yes ________ No ________ N.A. ________

(d) If there is such a program, is the training done by SED staff?

Yes ________ No ________ N.A. ________

Other (please explain)

(e) What is the average length of time taken for each audit?

1 day ______ 2 days ______ 3 days ______

more than 3 days ______

(f) Is there a specified time between each visit?

Yes ________ No ________ N.A. ________

(g) If (f) is yes, please indicate the number of years between visits.

____

(h) Are there written standards used by visiting teams?

Yes ________ No ________ N.A. ________

9. (continued)

(i) By whom are visits financed?

____

(j) How many persons typically comprise such a visiting team?

____

C. Criteria for Approval of Teacher Education Programs in Higher Institutions

1. Who participates in establishing criteria for approval of teacher education programs (check all applicable items):

(a) SED, Teacher Certification Office ________
(b) Higher institutions ________
(c) Lay committees ________
(d) Committee of certification specialists ________
(e) County authority ________
(f) NCATE ________
(g) Regional accrediting group ________
(h) Local districts ________
(i) N.A. ________
(j) State board of education ________
(k) Other (please specify ________

2. Is final approval of criteria granted by SED?

Yes ________ No ________ N.A. ________

If no, please explain.

3. When were criteria last revised? ____________________

4. If state standards are used for criteria, please attach copies of standards currently used.

5. May a higher institution depart from its approved program?

Yes ________ No ________ N.A. ________

If yes, whose approval is needed to make changes?

(a) SED, Teacher Certification Office ________
(b) Higher institutions ________
(c) Other (please specify) ________

D. Certification Procedures

1. Does the state permit courses from non-accredited higher institutions to be used toward certification?

Yes ________ No ________ N.A. ________

If yes, check below.

(a) An accredited higher institution may accept such courses in transfer credit toward completion of its approved program. ________

(b) The state certification unit may accept such courses when validated by further study at an accredited higher institution. ________

(c) Other (please explain) ________

2. If the higher institution recommends certification to the state education department, is each candidate's transcript reviewed?

(a) Within the institution?

Yes ________ No ________ N.A. ________

If yes, by whom? (title)

____

(b) By the certification unit in the SED?

Yes ________ No ________ N.A. ________

3. Is a recommendation by the higher institution of competency to teach an essential criterion for certification of the institution's candidates?

Yes ________ No ________ N.A. ________

E. Statistical and Other Data

1. How many SED employees are there in the following categories?

   (a) Charged only with reviewing credentials for teaching certificates (professional level positions): ________

   (b) Charged only with approving teacher education program applications for institutions of higher education (professional level positions): ________

   (c) Charged only with making evaluation visits to teacher education institutions in the state (professional level positions): ________

   (d) Processing credentials and related office activities (non-professional positions): ________

   (e) Individuals involved with both a. and b. above: ________

   (f) Individuals involved with both b. and c. above: ________

   (g) Individuals involved with a., b., and c. above? ________

2. What is the average number of certified teachers prepared in the state each year by types of higher institutions. (Use the past five years to compute the annual average).

________(number of teachers) from ________public institutions.

________(number of teachers) from ________private institutions.

3. What is the average number of teachers certified each year (use past five years to compute average) using the following methods:

by direct state department evaluation of individual credentials? ________

by higher institutional recommendations to state department? ________

directly by higher institutions? ________

directly by county authority? ________

directly by school districts? ________

Other (please specify) ________

4. How many teachers were employed at the last official tally who have less than the regular State certification (e.g., uncertified, emergency or temporary license)?

Number so employed ________

Date of tally ____________

5. Are significant changes anticipated in the near future concerning teacher education and/or certification that would substantially alter the pattern described in this questionnaire?

Yes ________ No ________

6. Is data processing used in compilation of certification records?

Yes ________ No ________

7. Is the teacher's social security number in toto a part of (or does it constitute) the teacher's certificate number?

Yes ________ No ________

September 28, 1966

STATE RESUMES

ALABAMA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. State Superintendent of Education may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and Southern Association accreditation are required of all institutions in the state which prepare teachers. State accreditation precedes Southern Association accreditation. There is no specified period of time for which either initial or subsequent state approval is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the dean as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, NCATE, and the Southern Association. The institution's program is described in writing prior to the audit; an outline of required information is not furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 1 day and involves 5 persons. There is no specified time period between audits. Written standards are used by the visiting team. Audit expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, NCATE, and the Southern Association.

Final approval of the criteria is granted by the State Education Department. An institution may depart from its approved program with the approval of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed by the dean of the institution but not by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

11 public institutions -- 5,413
13 private institutions -- 2,320

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 1,433

Average number of teachers certified each year by higher institutional recommendations to state department -- 2,306

Number of non-certified teachers employed as of 1965-66 school year -- 1,357

State Education Department Personnel:

2 -- review credentials for certification
1 -- approves teacher education program applications
1 -- makes evaluation visits
5 -- process credentials and perform related office activities
3 -- review credentials and approve program applications
2 -- approve applications and make evaluation visits
3 -- review credentials, approve applications, make visits

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of the certificate numbers.

ALASKA

Information on certification policies and procedures in Alaska was not available at the time of this study.

ARIZONA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. State Board of Education's Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation is required of all institutions in the state which prepare teachers; regional or national accreditation is encouraged. Initial state approval is granted by the State Board of Education for two-year periods until such time as an institution is granted regional or NCATE accreditation; thereafter, state approval is on a continuing basis for as long as regional or national accreditation is maintained. State standards and procedures are based upon regional and national standards; the procedures and personnel for on-campus audits are from those groups rather than from the State Education Department. The expenses of the audit teams are borne by the institutions.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by a committee of certification specialists and the State Board of Education. Final approval of criteria is granted by the State Board of Education. The criteria are based on those of the regional and national associations. An institution may depart from its approved program with the approval of the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by further study at the graduate level at an accredited institution. Transcripts of candidates for certification are reviewed by the dean of education or other authorized person in the institution or by the State Education Department when a minimum of 15 graduate hours has been completed. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

3 public institutions -- 2,600
1 private institution -- 35

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 3,500

Average number of teachers certified each year by higher institutional recommendations to state department -- 2,400

Number of non-certified teachers employed as of October, 1966 -- 6

State Education Department Personnel:

4 -- review credentials for certification
6 -- process credentials and perform related office activities
4 -- review credentials, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions

No significant changes in procedure are anticipated in the near future. Microfilming is used to store certification records; data processing has been discontinued because the volume did not justify its use. Social security numbers are not part of the certification numbers.

ARKANSAS

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and North Central Association accreditation is required of all institutions in the state which prepare teachers. The state may grant a three-year temporary approval before North Central Association approval is obtained, but final accreditation by the state is not granted until after an institution is accredited by the North Central Association. There is no specified period of time for which this subsequent approval is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the dean of education as an official program of the institution seeking approval. There is no specific provision for appeal by an institution whose program is not approved, but a review may be requested and is usually granted.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, the North Central Association, and lay groups. The institution's program is described in writing prior to on-campus audits. An outline of required information which is used by the visiting team is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 3 days and involves 6 to 9 persons. There is no specified time between audits; written standards are used by the visiting team; expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, a committee of certification specialists, the North Central Association, and the State Board of Education. Final approval of criteria is granted by the State Education Department, based on North Central Association approval. Criteria were last revised in 1963. An institution may depart from its approved program with the approval of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the dean of the teacher training program of the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

The average number of certified teachers prepared each year in the higher institutions of the state is 2,523 from all institutions.

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2,362

Number of non-certified teachers employed as of the 1965-66 school year -- 710

State Education Department Personnel:

1 -- reviews credentials for certification
1 -- approves teacher education program applications from institutions of higher education
1 -- makes evaluation visits to institutions
1 -- processes credentials and does related office work
2 -- review credentials and approve program applications
1 -- approves applications and makes evaluation visits
1 -- reviews credentials, approves applications, and makes evaluation visits

Significant changes in procedure are anticipated in the near future. Data processing is not used. Social security numbers are not part of the certificate numbers.

CALIFORNIA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. No formal agreements with other states exist.
3. State Education Department may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher-education programs of each higher institution in the state and a record of each certificate issued.

B. Approval of Teacher Education Programs for Certification

Regional accreditation is required of all institutions which prepare teachers. State approval is required only for individual programs. State approval follows regional accreditation. There is no specified time for initial approval; subsequent approval is for periods of up to five years. Subsequent approval requires less information from the institution than that required for initial approval. The higher institution's program is usually authorized as an official program by the president or academic dean. There is no provision for appeal by those institutions which are not approved.

On-campus audits are made during the period of initial approval. Audits involve representatives of the State Education Department, higher institutions, regional association, and public school personnel. The institution's program is described in writing prior to the audit; a written outline of the required information is furnished by the State Education Department. A training program for audit personnel is conducted by experienced members of the groups from which the audit terms are drawn. The average audit takes 3 days and involves 5 persons. Time between audits is 3 years after initial approval, 5 years for subsequent approval; no written standards are provided; expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval are established by the State Education Department Teacher Certification Office and representatives of other groups. Final approval is granted by the State Board of Education. Criteria were last revised in 1963. An institution may depart from its approved program with the approval of the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when accepted by an accredited institution or validated by further study. Transcripts of candidates for certification are checked by the appropriate officer of the institution and by the State Education Department. Recommendation by the institution of the candidate's competence to teach is not essential.

E. Statistical and Other Data

Average number of certified teachers prepared each year
9,600 - 18 public institutions
2,300 - 29 private institutions

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 40,000

Average number of teachers certified each year by higher institutional recommendations to state departments -- 11,000

Approximately 7,500 teachers with less than regular certification were employed in the 1965-66 school year.

State Education Department Personnel:

2 -- make evaluation visits
34 -- process credentials and do related office activities
36 -- review credentials and approve teacher-education programs
2 -- approve teacher-education programs and make evaluation visits
3 -- review credentials, approve applications, and make visits

No significant changes in procedure are anticipated in the future; data processing is not used; social security numbers are not part of certification numbers.

COLORADO

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are certification agreements with other states by the authority of the State Board of Education as a signatory to the NASDTEC statement on reciprocity.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and regional accreditation are required of all institutions in the state which prepare teachers, with NCATE accreditation recommended. Each accrediting agency conducts its own appraisal of institutions and programs; there is no specified order in which approval is granted. Both initial and subsequent state approval are generally granted for no more than 5 years. There is no significant difference in procedure for initial and subsequent approval. A teacher education program becomes an official program of the institution which is seeking approval only after it has been evaluated by the State Board of Teacher Certification and approved by the State Board of Education. There is no provision for appeal by an institution whose program is not approved; advance involvement of the State Education Department with the institution usually precludes submission of programs which do not meet the requirements for accreditation.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, North Central Association (rarely), lay groups, and public school personnel. The institution's program need not be described in writing prior to the audit. A training program for audit personnel is conducted by the State Education Department. An average audit takes 2 days and involves 12 to 16 persons. The time between visits is usually 5 years; written standards (USOE Bulletin 351, NCATE material, and other publications) are used by the visiting team; expenses are borne by the state.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval in selected fields have been established by the State Board of Education in the form of guidelines which have been developed by representatives of the State Education Department, college and university specialists, classroom teachers and supervisors, district specialists and administrators, interested laymen, and non-school specialists. Once such guidelines are adopted they influence the programs of the colleges and serve to regulate the issuance and endorsement of certificates. Revision of the guidelines is periodic and the criteria are drawn from many professional sources. A higher institution may depart from its approved program with the approval of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the "Institution Recommending Official" and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

7 public institutions -- 2,000
5 private institutions -- 500

7,000 teachers are certified or re-certified each year.

Number of non-certified teachers employed as of August, 1966 -- 261

State Education Department Personnel:

2 -- review credentials for certification, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions
3 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used for some parts of the compilation of certification records. Social security numbers are not part of the certificate numbers.

CONNECTICUT

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are certification agreements with other states by the authority of State Education Department regulations.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include a record of each certificate issued in the state, but not a copy of the teacher education program of the higher institutions of the state.

B. Approval of Teacher Education Programs for Certification

State and Regional accreditation, with some exceptions, are required of institutions in the state which prepare teachers. The period for which both initial and subsequent approval is granted varies among programs. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the chief executive officer as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office and the State Education Department's Bureau of Adult Education, and higher institutions. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. Training of audit personnel is by oral briefing by the chairman. An average audit takes 1 day and involves 4 or 5 persons. There is no specified time between audits; written standards are used by the visiting team; expenses are borne by the members of the team, but may be charged to the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, and the State Board of Education.

Final approval of criteria is granted by the State Education Department. The criteria were last revised in 1963. An institution may depart from its approved program with the approval of the Bureau of Higher and Adult Education of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by an appropriate officer within the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in the higher institutions of the state:

5 public institutions -- 1,000
10 private institutions -- 400

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 3,000

Average number of teachers certified each year by higher institutional recommendations to state department -- 2,000

Number of non-certified teachers employed as of the 1965-66 school year -- 1,650

State Education Department Personnel:

3 -- review credentials for certification
5 -- process credentials and do related office activities
3 -- approve teacher education program applications from higher institutions and make evaluation visits

The only change of procedure anticipated in the near future is the reduction of the number of "permits" to uncertified teachers. Data processing is used in the compilation of certification records. Social security numbers are part of the certificate numbers.

DELAWARE

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are certification agreements with other states by the authority of the State Board of Education.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and Middle States accreditation are required of all institutions in the state which prepare teachers. State accreditation precedes regional accreditation. There is no specified period of time for which initial state approval is granted. Procedures for subsequent approval have not yet been established. A teacher education program is authorized by the dean of the college of education as an official program of the institution seeking approval. Institutions whose programs are not approved may resubmit their proposal to the Advisory Council of the State TEPS.

There are no on-campus audits during the period of initial approval. Revision of procedures is underway in this area.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Education and Certification Office, higher institutions, lay persons from the Advisory Council, NCATE, local districts as represented by the Advisory Council, and the State Board of Education. Final approval of criteria is granted by the State Board of Education. Criteria are in the process of revision. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office or the Advisory Council.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance toward an accredited graduate program and completion of six semester hours of satisfactory work, or when validated by acceptance scores on the National Teacher Examinations. Transcripts of candidates for certification are reviewed by the records office of the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

2 public institutions -- 150

Information on the average number of teachers certified each year in the state is not available.

Number of non-certified teachers employed as of October, 1966 -- 334

State Education Department Personnel:

2 -- review credentials for certification
4 -- process credentials and do related office activities
1 -- reviews credentials, approves teacher education program applications from institutions of higher education, and makes evaluation visits to institutions.

Extensive revision of present procedures is underway. This revision will substantially change the information given here. Data processing is being developed. Social security numbers are not a part of the certificate numbers.

DISTRICT OF COLUMBIA

A. Legal and Policy Structure

1. Validation of certificates from outside the District is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with any of the states.
3. Teachers from within and out of the District must be certified by the Chief Examiner for the local Board of Education, which also serves as the Education Department.
4. The Chief Examiner has a record of each certificate issued in the District.

B. Approval of Teacher Education Programs for Certification

The District does not have a program of accreditation of higher institutions.

C. Criteria for Approval of Teacher Education Programs

This section is not applicable to the District.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution, or when the course is not available from an accredited institution. Transcripts of candidates for certification are reviewed by the Chief Examiner. Recommendation by the institution of a candidate's competence to teach is essential for certification of new teachers; teachers with experience may substitute teaching ratings for certain required courses specified in the certification requirements.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the District:

1 public institution -- 120
5 private institutions -- 400

Over 1000 teachers a year are certified, all by direct evaluation of credentials by the Chief Examiner.

Number of non-certified teachers employed in the District as of November, 1966 -- 2,200

Significant changes that are anticipated in the near future include the use of data processing and the use of social security numbers for certificate numbers.

FLORIDA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records do not include a detailed course-by-course description of teacher certification programs of higher institutions in the state which train teachers; however, a complete record of each teacher's college training and certification is on file.

B. Approval of Teacher Education Programs for Certification

Either State, national or Southern Association accreditation are required of all institutions in the state which prepare teachers. Both initial and subsequent accreditation is granted for 3 years. Initial approval requires a very thorough and detailed study of the total institution. Subsequent approval is less detailed and is concerned primarily with changes which have occurred since previous approval. A teacher education program is authorized by the dean as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, NCATE, Southern Association, higher institutions, and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 3 days and involves from 7 to 9 persons. The time between visits is 3 years; written standards are used by the visiting team; expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, lay committees, the Commiteee of Certification Specialists, and the State Board of Education. The criteria were last revised in 1955. An institution may depart from its approved program with the approval of the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they have been accepted as transfer credit by an accredited institution toward completion of its approved program or when validated by further study at an accredited higher institution. Transcripts of candidates for certification are reviewed by the dean of education or other persons designated by the president of the institution, and also by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 15,000

Average number of teachers certified each year by higher institutional recommendations to state department -- 5,000

Number of non-certified teachers employed as of June, 1966 -- 5,840

State Education Department Personnel:

18 -- review credentials and approve program applications
1 -- approves applications and makes evaluation visits
18 -- review credentials, approve applications, and make visits.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers will become a part of the certificate numbers by 1968.

GEORGIA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are certification agreements with other states by the authority of the State Board of Education. Reciprocity is granted to institutions approved by NCATE.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education programs of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and regional accreditation is required with state accreditation following regional accreditation. The State Board of Regents first authorizes an institution to offer a program; approval of the program is then the responsibility of the State Board of Education. Both initial and subsequent state approval is for a period of 5 years, with the exception of institutions which do not meet initial approval. These are approved on a year-by-year basis until criteria for initial approval have been met. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the Coordinator of Teacher Education as an official program of the institution seeking approval. There is provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Education Office, higher institutions, NCATE, regional accrediting groups, and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no formal training program for audit personnel but extensive orientation is provided prior to and during the first day of the visit. An average audit takes 3 days and involves varying numbers of persons according to the size and complexity of the institution. Time between audits is five years, with some institutions requiring follow-up visits. Written standards are used by the visiting team; expenses are borne jointly by the State Education Department and the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Education Department's Teacher Education and Certification Division, after such criteria have been developed and recommended by the Georgia Teacher Education Council. The Council is an official advisory group composed of representatives from higher institutions, public schools, and the State Department of Education. Criteria undergo continuous revision. An institution may depart from its approved program with the approval of the State Education Department's Teacher Education and Certification Division.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or by further study at an accredited institution. Transcripts of candidates for certification are reviewed by a student's advisor and the dean or head of the education department in the institution. Random checks are made by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

10 public institutions -- 2,000
16 private institutions -- 600

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 8,000

Average number of teachers certified each year by higher institutional recommendations to state department -- 2,000

Number of non-certified teachers employed as of May, 1966 -- 850

State Education Department Personnel:

7 -- review credentials for certification
1 -- approves teacher education program applications from institutions of higher education and makes evaluation visits to institutions (plus one consultant)

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of the certificate numbers.

HAWAII

A. Legal and Policy Structure

1. Validation of out-of-state certificates is provided for by law.
2. There are at present no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

Regional accreditation only is required of all institutions in the state which prepare teachers. There are no state procedures for approval.

C. Criteria for Approval of Teacher Education Programs

Not applicable.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated through acceptance or by further study at an accredited institution; if the college or university is recognized by other state departments of education; or if a teacher passes a screening examination which consists of: (a) the Miller Analogy Test, (b) the National Teacher Examination, and (c) an interview by a panel of three persons selected by the Chairman of the Committee for Training, Certification, and Evaluation.

Transcripts from candidates for certification are not reviewed within the institution; they are reviewed by the State Education Department. Recommendation by the institution of a candidate's competence to teach is not essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

1 public institution -- 423
2 private institutions -- 50

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 680
(Relatively small number more by means of the Interstate Reciprocal Certification Policy)

Number of non-certified teachers employed as of February, 1966 -- 451

State Education Department Personnel:

1 -- reviews credentials for certification
3 -- process credentials and do related office activities

Although no significant changes in procedure are anticipated in the near future, there is underway presently a revision of the teacher education program of the University of Hawaii; and in connection with this study, the teacher education and certification procedures and requirements of the State Education Department are being examined. Some changes may result. Data processing is used. Social security numbers are not part of certificate numbers.

IDAHO

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include a record of each certificate issued by the state, but not a copy of the teacher education programs of the higher institutions of the state.

B. Approval of Teacher Education Programs for Certification

State and Northwestern Association accreditation are required of all institutions in the state which prepare teachers. State accreditation follows regional accreditation. There is no specified time for which state approval is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president or dean as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, NCATE, regional accrediting groups, public school personnel, the State Board of Education, and professional education groups. The institution's program is not described in writing prior to the audit. There is no training program for audit personnel. An average audit takes 2 or 3 days and involves from 6 to 10 persons. There is no specified time between visits; written standards are used by the visiting team; expenses are borne by the State Board of Education.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, a committee of certification specialists, regional accrediting groups, local districts, the State Board of Education, and the State Standards Board. Final approval of criteria is granted by the State Board of Education. Criteria are revised annually. An institution may depart from its approved program only by appeal to the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated through acceptance or by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the director of teacher education of the institution, and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

public institutions -- 738
private institutions -- 139

3,000 teachers certified each year, all by direct State Education Department evaluation of credentials

Number of non-certified teachers employed as of October, 1966 -- 73

State Education Department Personnel:

2 -- review credentials for certification, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions
3 -- process credentials and do related office activities

Significant changes in procedure that are anticipated in the near future include the introduction of data processing and the use of social security numbers as part of certificate numbers.

ILLINOIS

A. Legal and Policy Structure

1. Validation of out-of-state certificates is provided for by law.
2. No formal agreements with other states exist at present.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include the teacher certification programs of each higher institution in the state which trains teachers and a record of each teacher's certificate.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required. Initial approval is given for up to five years; there is no specified time for subsequent approval. There is no difference in procedure for initial and subsequent approval. The higher institution's program is usually authorized as an official program of the institution by the dean of the college of education. There is no provision for appeal by those institutions which are not approved.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval are established by the State Education Department's Teacher Education and Certification Office and by the State Certification Board. Final approval is granted by the State Superintendent in consultation with the State Teacher Certification Board. Criteria were last revised in 1966. An institution may depart from its approved program with the approval of the State Superintendent in consultation with the State Teacher Certification Board.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification only when they have been accepted for transfer credit by an accredited institution toward completion of its approved program, or when validated by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the appropriate officer of the institution, and are randomly checked by the State Education Department.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state was not given.

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 10,000

Average number of teachers certified each year by higher institutional recommendations to state department -- 5,000

Information on the number of non-certified teachers employed in the state is not available.

State Education Department Personnel:

5 -- review credentials for certification
18 -- process credentials and do related office activities
2 -- approve teacher education program applications from institutions and make evaluation visits
1 -- reviews credentials, approves teacher education programs, and makes evaluation visits

No significant changes in procedure are anticipated in the near future; data processing is used; social security numbers are not part of certificate numbers.

INDIANA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation is required of all institutions in the state which prepare teachers. Regional and NCATE accreditation is encouraged. There is no specified order in which state and regional accreditation are granted; in practice, state accreditation precedes regional. State approval is granted on a year-by-year basis prior to regional accreditation; thereafter state approval is on a continuing basis. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized as an official program by the president of the institution seeking approval. Institutions which are not approved may write to the Commission asking for a hearing.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, the State Commission on Teacher Education and Certification, and the State TEPS Committee. The institution's program is described in writing prior to the audit; an outline of required information which follows NCATE standards is furnished by the State Education Department. Since all audit personnel are State Education Department, State Commission members, and State TEPS Committee members, no training program is held. An average audit takes 2 days and involves 3 persons. When state accreditation only is involved the visits are annual; thereafter, there is no specified time between visits. Written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Commission on Teacher Education and Certification which is appointed by the Governor and has authority to grant final approval. The criteria were last revised in 1963. An institution may depart from its approved program with the approval of the State Education Department, provided that the departures are within the general framework of the Commission's criteria.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed by the Certification Advisor of the institution, but not by the State Education Department. Recommendation by an institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

4 public institutions -- 5,801
27 private institutions -- 2,336

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 1,500

Average number of teachers certified each year by higher institutional recommendations to state department (including renewals and conversions) -- 14,000

Number of non-certified teachers employed as of July, 1966 -- 1,360

State Education Department Personnel:

1 -- reviews credentials for certification
12 -- process credentials and do related office activities
1 -- reviews credentials, approves teacher education program applications from institutions of higher education, and makes evaluation visits to institutions

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of the certificate numbers.

IOWA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are certification agreements with other states by the authority of the State Education Department.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and regional accreditation are required of all institutions in the state which prepare teachers. State accreditation precedes regional accreditation. Both initial and subsequent state approval are granted for periods of up to five years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits involve State Education Department's Teacher Certification Office personnel and other State Education Department personnel only. The institution's program is described in writing prior to the audit; a written outline of required information is furnished by the State Education Department. Since all audit personnel are from the State Education Department, no training program is needed. An average audit takes 3 days and involves 4 persons. Time between visits is 5 years; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, NCATE, and the State Board of Education. Final approval of criteria is granted by the State Education Department. The criteria were last revised in 1957. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution; they may also be accepted on other bases, which were not explained. Transcripts of candidates for certification are reviewed by an appropriate contact person within the institution, but not by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

3 public institutions -- 1,661
25 private institutions -- 1,908

Average number of teachers certified in the state each year is not available.

Number of non-certified teachers employed as of July, 1966 -- 1,750

State Education Department Personnel:

4 -- review credentials for certification, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions
7 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not a part of certificate numbers.

KANSAS

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Out-of-state teachers may be certified by the State Superintendent under rules recommended by the State Superintendent and approved by the State Board of Education.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers; however, regional and NCATE accreditation is accepted. There is no specified order in which accreditations are granted. There is no specified period of time for which either initial or subsequent approval is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the dean of the college of education or the head of the education department as an official program of the institution seeking approval. There is no provision for appeal by those institutions which are not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Education and Certification Office, higher institutions, NCATE, and public school personnel. The institution's program is described in writing prior to the audit. An outline of required information is furnished by the State Education Department, but a college may elect to combine State Education Department and NCATE evaluations, and in these cases the NCATE outline is substituted. There is no training program for audit personnel. An average audit takes 3 days and involves 6 to 8 persons. There is no specified time between visits. Written standards are used by the visiting team; these may be either the Kansas standards or NCATE standards. Revised USOE Bulletin 351 will be used when available. Expenses of the audit team are borne jointly by the institution and the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Education and Certification Office, higher institutions, an advisory council on education, NCATE, the State Board of Education, and the State Superintendent. Final approval of criteria is granted by the State Education Department. Criteria were last revised in 1951. An institution may depart from its approved program with the approval of the State Education Department's Teacher Education and Certification Director.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated through acceptance and by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the certification section of the institution and by certification specialists in the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state;

6 public institutions -- 2,658
18 private institutions -- 999

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 6,845

With the exception of a few trade and industry instructors, no non-certified teachers employed in the state.

State Education Department Personnel:

8½ -- evaluate credentials for certification
2 -- approve teacher education program applications from institutions of higher education and make evaluation visits to institutions
1 -- reviews credentials, approves teacher education programs, and makes evaluation visits.

Kansas is, at the present time, making a transition to a Program Approval Basis for certification. Full implementation of this program is expected by the spring of 1968. Data processing is used. Social security numbers are part of the certificate numbers.

KENTUCKY

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education programs of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and Southern Association of Colleges, Secondary and Elementary Schools accreditation are required of all institutions in the state which prepare teachers. Since regional accreditation is not granted until at least three senior classes have been graduated, the state has a program of interim accreditation which allows certification for graduates of new and expanding institutions until such time as regional accreditation is granted. Thus the period for which approval is granted varies among programs: five years for full accreditation or one year for conditional approval. The procedures for initial and subsequent approval also vary according to the circumstances. A teacher education program is authorized by an officer designated by the president as an official program of the institution seeking approval. Institutions which are not approved may appeal to a Council of Higher Education and then to the State Board of Education.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, public school personnel, the State Education Association, and the State Education Department's Curriculum and Instruction Office. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. Training for audit personnel, conducted by the chairman, consists of orientation for inexperienced persons. An average audit takes 3 days and involves 7 persons. The time between visits is either 1 or 5 years; written standards (NCATE standards supplemented by state guidelines) are used by the visiting team; expenses are borne jointly by the institution and the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, county authorities, local districts, and the State Board of Education. Final approval of criteria is granted by the State Education Department. The criteria were last revised in 1964. Standards consist of NCATE standards supplemented by state standards and guidelines. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the official of the institution who has been designated to recommend certification, and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

7 public institutions -- 2,712
17 private institutions -- 1,063

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 500

Average number of teachers certified each year by higher institutional recommendations to state department (new certificates only) -- 5,500

Number of non-certified teachers employed as of the 1965-66 school year -- 855 (2.9% of total)

State Education Department Personnel:

5 -- review credentials for certification
8 -- process credentials and do related office activities
1 -- approves teacher education program applications from institutions of higher education and makes evaluation visits to institutions
1 -- reviews credentials, approves teacher education program

applications, and makes evaluation visits.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of certificate numbers.

LOUISIANA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education programs of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers. Both initial and subsequent state approval are granted for periods of up to five years. Subsequent approval differs from initial approval in that it requires less information about programs. A teacher education program is authorized by the dean or director of teacher education as an official program of the institution seeking approval. There is provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. The audit may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, lay groups, and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 3 days and involves 6 persons. Time between audits is 5 years; written standards are used by the visiting team; the expenses are borne by the institutions.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, lay committees, teacher certification specialists, county authorities, local districts, and the State Board of Education. Final approval of criteria is granted by the State Board of Education. The criteria were last revised in 1956. An institution may depart from its approved program with the approval of the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated through acceptance by an accredited institution. Transcripts of candidates for certification are reviewed within the institution (it was not stated by whom) and also by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

11 public institutions -- 3,006
8 private institutions -- 269

Average number of teachers certified each year -- 6,650

Number of non-certified teachers employed as of the 1965-66 school year -- 2,302

State Education Department Personnel:

5 -- review credentials for certification and approve teacher education program applications from institutions of higher learning
1 -- approves program applications and makes evaluation visits to institutions
1 -- processes credentials, approves applications, and makes evaluation visits
2 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is not used. Social security numbers are not part of the certificate numbers.

MAINE

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are certification agreements with other states by the authority of the State Education Department.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers. Approval is for a period of up to 5 years. There is no difference in procedure between initial and subsequent approval. A teacher-education program is authorized by the president or dean of the college of education as an official program of the institution seeking approval. There is no formal provision for appeal by an institution whose program is not approved, but it may be done by request to the State Board of Education.

On-campus audits are made before initial approval is granted. Audits may involve representatives of the State Education Department's Teacher Certification Office, lay groups, and sometimes faculty or staff from other colleges. The institution's program is described in writing prior to the audit; an outline of required information, based on USOE Bulletin 351, is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes one day and involves from 3 to 5 persons. There is no specified time between visits; written standards, based on regional (Northeastern Association) and USOE Bulletin 351 standards, are used. Expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Professional Services office and the State Board of Education, with final approval granted by the State Board of Education. An institution may depart from its approved program with the approval of the State Education Department; major changes, however, require State Board of Education approval.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Such courses may also be accepted if they were taken at non-accredited institutions, but meet State Board of Education criteria. Transcripts of candidates for certification are reviewed by appropriate officials, often with faculty assistance, within the institutions, but not by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification in all cases where applicants have completed approved programs.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

6 public institutions -- 696
11 private institutions -- 204

Average number of teachers certified each year by direct state department evaluation of individual credentials (including renewals, conversions and conditional licenses) -- 3,500

Average number of teachers certified each year by higher institutional recommendations to state department -- 900

Number of non-certified teachers employed as of November, 1966 -- 386

State Education Department Personnel:

3 -- review credentials for certification
1/10 -- approves teacher education program applications from institutions of higher learning and makes evaluation visits to institutions.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of certificate numbers.

MARYLAND

A. Legal and Policy Structure

1. Validation of out-of-state certificates is authorized by law.
2. Formal certification agreements exist with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department files include record of each certificate issued.

B. Approval of Teacher Education Programs for Certification

Only state accreditation is needed, although 21 out of 22 programs also have regional accreditation. Accreditation is on a continuing basis with frequent contacts by the State Education Department. Procedures for initial and subsequent approval vary. The president or the head of the education department authorize the teacher education program as an official program of the institution. There is no formal provision for appeal by institutions which have not had programs approved, but any matter concerning education may be appealed to the State Board of Education.

On-campus audits are made during the period of initial approval. The audit team may include representatives of the State Education Department Teacher Certification Office, higher institutions, NCATE, regional accrediting groups, and public school personnel. Prior to the audit an institution's program is described in writing. A personal conference with Education Department personnel is used instead of a written outline of required materials. There is no specified time period between audits. There is no training program for audit personnel. The average audit takes 2 days and involves from 1 to 5 persons. Audit expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria are established by the State Education Department Teacher Certification Office, higher institutions, a committee of certification specialists, NCATE, regional accrediting groups, and the State Board of Education, with final approval granted by the State Education Department. Criteria are now in process of revision.

An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions may be used toward certification if accepted by an accredited institution as transfer credit in an approved program. The State Education Department alone reviews transcripts of candidates for certification. Recommendation by the institution of the candidate's competence to teach is not essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared in higher institutions of the state:

public institutions -- 1,900
private institutions -- 525

Average number of new teachers certified each year -- 6,500

Number of non-certified teachers employed as of October, 1966 -- 7,285

State Education Department Personnel:

6 -- review credentials for certification
2 -- approve teacher education program applications
2 -- make evaluation visits
1 -- reviews credentials, approves program applications, and makes evaluation visits
8 -- process credentials and perform related office activities

Procedures are currently being revised in some areas and other revisions may follow. Data processing is used. Social security numbers are part of the teacher's certificate number.

MASSACHUSETTS

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are certification agreements with other states by the authority of the State Education Department.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers. There is no specified time for which accreditation is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president or academic dean as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office and higher institutions. The institution's program is described in writing prior to the audit; an outline of required information is not furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 1 day and involves 3 persons. There is no specified time between audits; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, and the State Board of Education. Final approval of criteria is granted by the State Education Department. Criteria were last revised in 1956. An institution may not depart from its approved program.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance by an accredited institution. Transcripts of candidates for certification are reviewed by the Academic Dean within the institution; they are not reviewed by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

10 public institutions -- 1,850
-- private institutions -- not available

Average number of teachers certified each year by direct state department evaluation of individual credentials (including new teachers from the private colleges of the state) -- 5,063

Average number of teachers certified each year by higher institutional recommendations to state department -- 1,850

Number of non-certified teachers employed as of the 1965-66 school year -- 1,386

State Education Department Personnel:

3 -- review credentials for certification
5 -- process credentials and do related office activities
3 -- review credentials and approve teacher education program applications from higher institutions
3 -- approve program applications and make evaluation visits to institutions
3 -- review credentials, approve applications, and make evaluation visits

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers.

MICHIGAN

A. Legal and Policy Structure

1. Validation of out-of-state certificates is not specifically provided for by law, but is permitted by the powers given to the State Board of Education.
2. There are no certification agreements with other states.
3. State Board of Education may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

Regional accreditation is required of all institutions in the state which prepare teachers. In addition, the State Board of Education approves colleges for teacher education; this is not an accreditation process. There is no specific period of time for which either initial or subsequent state approval is granted. Procedures for initial and subsequent approval may or may not vary. A teacher education program is authorized by the president or the dean of the school of education as an official program of the institution seeking approval. There is no formal provision for appeal by institutions which are not approved, but it is always possible to appeal to the State Board of Education.

On-campus audits may or may not be made following initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office and higher institutions. The institution's program is described in writing prior to the audit. An outline of required information is in preparation. There is no formal training program for audit personnel, but provision is made for an extensive briefing by State Education Department personnel. An average audit takes one day and involves five or six persons. The time between audits varies according to the situation. Written standards for the audit team are in process of preparation. Expenses are borne by the team members.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State

Education Department's Teacher Certification Office and the State Board of Education, with final approval granted by the State Board of Education. Criteria are in the process of revision. An institution may make minor departures from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed within the institution by the head of the teacher education division or by other officers assigned to this responsibility. Spot checks only are made by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

8 public institutions -- 6,400
17 private institutions -- 2,500

Average number of teachers certified each year by higher institutional recommendations to state department -- 11,900

Number of non-certified teachers employed as of the school year 1965-66 -- 6,000

State Education Department Personnel:

3 -- review credentials for certification
12 -- process credentials and do related office activities
2 -- review credentials, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions

No significant changes in procedure, other than the revision of material mentioned above, are anticipated in the near future. Data processing is used. Social security numbers are not part of the certificate numbers.

MINNESOTA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted not prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and North Central Association accreditation is required of all institutions in the state which prepare teachers. State accreditation follows regional accreditation. Initial state approval is granted for a period of up to 5 years; at present there is no specified time for which subsequent approval is granted but a program of periodic approval, for perhaps 5 years, is anticipated. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the head of teacher education as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved, but a hearing would be possible.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, lay groups, and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is provided by the State Education Department. The outline is similar to NCATE provisions. There is no training program for audit personnel. An average audit takes 3 days and involves 7 persons. The time between visits is approximately 5 years; written standards (the same as those used by the institutions to describe their programs) are used. Expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, the State Advisory Committee on Teacher Education, and the State Board of Education. Criteria, last revised in 1955, are to be revised soon. At present they follow the NCATE outline. An institution may not depart from its approved program, but revision of the program is possible with State Education Department approval.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are not regularly reviewed by either the institution or the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

8 public institutions -- 3,631
18 private institutions -- 1,317

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 588

Average number of teachers certified each year by higher institutional recommendations to state department -- 13,656

Number of non-certified teachers employed as of July, 1965 -- 838

State Education Department Personnel:

4 -- review credentials for certification
1 -- approves teacher education program applications from higher institutions
2 -- make evaluation visits to institutions
4 -- process credentials and do related office activities
6 -- review credentials

Anticipated changes in procedure include revision of material, a program of periodic visits to approved institutions, the use of data processing, and the inclusion of social security numbers as part of certificate numbers.

MISSISSIPPI

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of the institutions in the state which prepare teachers, although both regional and national accreditation is recommended. There is no specified period of time for which either initial or subsequent approval is granted, and no differences in procedure exist for initial and subsequent approval. A teacher education program is authorized by the president or academic dean as an official program of the institution seeking approval. There is no provision for appeal by institutions whose programs are not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, NCATE, regional accrediting groups, and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is not furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 2 days and involves 3 to 5 persons. There is no specified time between visits; written standards are not used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, the State Board of Education, a committee of certification specialists, local districts, and the State Board of Education. Criteria were last revised in 1966. An approved institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they have been validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed by the State Education Department. Recommendation by an institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

11 public institutions -- 1,300
6 private institutions -- 500

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 1,500

Number of non-certified teachers employed as of November, 1966 -- 300

State Education Department Personnel:

2 -- review credentials for certification
3 -- process credentials and do related office activities
1 -- reviews credentials, approves teacher education program applications from higher institutions, and makes evaluation visits to institutions.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers but are required on applications.

MISSOURI

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include a record of each certificate issued in the state, but not a copy of the teacher education program of the higher institutions of the state.

B. Approval of Teacher Education Programs for Certification

Regional accreditation only is required. State approval is granted as long as this accreditation is maintained. There are therefore no state procedures for program approval.

C. Criteria for Approval of Teacher Education Programs

Regional accreditation standards are used.

D. Certification Procedures

All courses listed on transcripts from accredited institutions are accepted toward certification.

E. Statistical and Other Data

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 40%

Average number of teachers certified each year by higher institutional recommendations to state department -- 60%

Some changes in procedure may be made. Data processing is not used. Social security numbers are part of certificate numbers.

MONTANA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

Regional or national accreditation only is required of all institutions in the state which prepare teachers. There are, therefore, no state procedures for approval. Montana does not examine or approve individual teacher education programs. Any teacher is accepted for certification who has completed the approved teacher education program of a regionally accredited college, and who is recommended by the college.

C. Criteria for Approval of Teacher Education Programs

Since approval is by regional or national agency, there are no state criteria.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the Dean of Education within the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

5 public institutions -- 906
3 private institutions -- 131

Average number of teachers certified each year, (including renewals) -- 2,000 (New teachers are certified by recommendation of the institution, renewals are by State Education Department review of credentials)

Number of non-certified teachers employed as of January, 1966 -- 175

State Education Department Personnel:

1 -- engages only in reviewing credentials for certification
2 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers.

NEBRASKA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are certification agreements with other states by authority of the State Education Department.
3. Teacher Certification Office, on the basis of an institutional recommendation, may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and North Central Association accreditation are required of all institutions in the state which prepare teachers. State approval follows North Central accreditation. Both initial and subsequent state approval are granted for a period of up to 5 years; there is no difference in procedure for initial and subsequent approval. A teacher education program is authorized as an official program of the institution seeking approval by an officer appointed by the institution for that purpose. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, lay groups, and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 2 days and involves 8 to 10 persons. Time between audits is 3 years; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, lay committees, and the local districts. Final approval of the criteria is granted by the State Education Department. Criteria were last revised in 1966. An institution may make minor departures from its approved program with the approval of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed by an officer of the institution's Education Department; they are reviewed by the State Education Department for statistical purposes only. A recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

5 public institutions -- 2,600
11 private institutions -- 950

Average number of teachers certified each year by higher institutional recommendations to state department -- 4,500

Average number of teachers certified each year by verification of successful experience -- 850

Average number of teachers certified each year with non-degree certificates -- 760

Number of non-certified teachers employed as of May, 1966 -- 330

State Education Department Personnel:

1 -- reviews credentials for certification
6 -- process credentials and do related office activities
2 -- review credentials and approve teacher education program applications

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers constitute the certificate number.

NEVADA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of the one institution in the state which prepares teachers and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

Because there is only one institution (The University of Nevada) which prepares teachers, procedures for approval of teacher education programs are more informal than in most states. Regional (Northwestern Association) or national accreditation is a basic requirement; the State Education Department's Teacher Certification Office and the University of Nevada work closely together, and the University's teacher education program is designed specifically to meet State Education Department requirements. There is thus no definite period of years for which state approval is granted; there are no formal evaluation visits by audit teams other than those of the Northwestern Association and the NCATE. State approval is the result of a series of visits, phone calls, letters, and conferences between State Education Department and University personnel.

C. Criteria for Approval of Teacher Education Programs

Requirements for certification are recommended by the State Education Department and approved by the State Board of Education. Program changes, additions, requirements, are submitted by the University to the State Education Department for evaluation and approval.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the Dean of the College of Education of the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is not essential for certification, but since the University's program incorporates the State's certification requirements, all students who have completed the program are eligible for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

1 public institution -- 125

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2,500

Number of non-certified teachers employed as of September 1, 1966—240

State Education Department Personnel:

2 -- review credentials for certification
4 -- process credentials and do related office activities
1 -- reviews credentials, and acts as consultant to the teacher education program at the University

Significant changes in procedure are anticipated in the near future. Data processing is not used. Social security numbers are not part of certificate numbers.

NEW HAMPSHIRE

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State, regional, and national accreditation are required of all institutions in the state which prepare teachers. Ordinarily state accreditation follows national accreditation, but the State Board of Education has the authority to approve teacher education programs in lieu of NCATE approval if it so desires. Initial state approval is granted for a period of from 5 to 10 years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. Appeal may be made by letter to the Council on Teacher Education by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, public school personnel, and the New Hampshire Education Association. The institution's program is described in writing prior to the audit. An outline of required information is not furnished. There is no training program for audit personnel. An average audit takes 2 days and involves 5 to 7 persons. There is no specified time between audits; the written standard used by the visiting team is USOE Circular 351. Expenses are borne by the team members.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Council for Teacher Education, with final approval of criteria granted by the State Education Department. The criteria used are contained in USOE Circular 351.

Institutions may depart from their approved programs with the approval of the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the registrar, an advisor, or the head of the education department within the institution, and also by the State Education Department. Recommendation by the institution of a candidate's competence to teach is not essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

3 public institutions -- 400
4 private institutions -- 100

Average number of teachers certified each year by direct state department evaluation of individual credentials (including 1,100 new teachers) -- 6,000

Number of non-certified teachers employed as of June, 1966 -- 1,054

State Education Department Personnel:

1 -- reviews credentials for certification
2 -- process credentials and do related office activities

Significant changes in procedure are anticipated in the near future. Data processing is used to a limited extent. Social security numbers are not now a part of certificate numbers, but will be so used in the future.

NEW JERSEY

A. Legal and Policy Structure

1. Validation of out-of-state certificates is provided for by law.
2. There are certification agreements with other states by the authority of the State Education Department.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation is required of all institutions in the state which prepare teachers. The period of time for which both initial and subsequent state approval is granted varies among programs. Initial approval requires State Board of Education general authorization and the approval of the detailed program by the Commissioner of Education; subsequent approval requires the Commissioner's assent only. A teacher education program is authorized by the president or dean as an official program of the institution seeking approval. Appeal may be made by letter to the Commissioner and State Board of Education by those institutions which are not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, public school personnel, and the State Board of Examiners. The institution's program is described in writing prior to the audit; a set of "Guidelines" is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes one day and involves 3 persons for an initial audit, or 2 for subsequent audits. There is no specified time between visits; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, and the State Board of Education, and professional associations. Final approval of criteria is granted by the State Board of Education. Criteria were last revised in 1966. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are not applicable toward certification. Transcripts of candidates for certification are reviewed by the dean or chairman of teacher education within the institution; a spot check only is made by the State Education Department of transcripts from institutions with an approved program; all transcripts sent in by individuals not under an approved program are checked by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

6 public institutions -- 2,361
12 private institutions -- 1,022

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 23,228

Average number of teachers certified each year by higher institutional recommendations to state department -- 3,473

Number of non-certified teachers employed as of October, 1966 -- 8,000

State Education Department Personnel:

6 -- review credentials for certification
19 -- process credentials and do related office activities
2 -- approve teacher education program applications from institutions of higher education and make evaluation visits to institutions
1 -- reviews credentials, approves program applications, and makes evaluation visits

No significant changes in procedure are anticipated in the near future. Data processing is used. Certificates are not numbered, but social security numbers are recorded at the time of application.

NEW MEXICO

A. Legal and Policy Structure

1. Validation of out-of-state certificates is permitted by the powers granted by law to the State Board of Education.
2. No formal certification agreements with other states exist.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain copies of the teacher certification program of each institution in the state which trains teachers, and also a record of each certificate issued by the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is needed. Initial approval is for a period of from 1 to 5 years, subsequent approval is for 5 years. Initial and subsequent approval differ in that after initial approval submission of the institution's catalog only is required. The dean of the college of education or the chairman of the department of education authorizes an institution's teacher education program as an official program of the institution. There is provision for appeal by those institutions which are not approved.

On-campus audits are made during the period of initial approval. The audit team includes representatives of the State Education Department's Teacher Certification Office, higher institutions, and public school personnel, although members of other groups are not precluded. The institution's program is described in writing prior to the audit; an outline of required information is furnished. There is a training program for audit personnel, with training done by the State Education Department staff. An average audit takes 3 days and involves 5 persons. The time between visits is from 1 to 5 years. Written standards are used by the visiting team; the expenses of the team are borne jointly by the institution and the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval are established by the State Education Department's Teacher Certification Office, higher institutions, a committee of certification specialists, and the State Board of Education, with final approval granted by the State Education Department. Criteria were last revised in September, 1966. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are not applicable toward certification. The transcripts of candidates for certification are reviewed within the institution by the dean of the college of education and also by the State Education Department. A recommendation from the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state is not stated.

Average number of teachers certified each year was not stated, although all teachers are certified by direct State Education Department evaluation of credentials.

No non-certified teachers are employed in the state.

State Education Department Personnel:

3 -- review credentials for certification
2 -- approve teacher education program applications
1 -- makes evaluation visits to institutions

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of teacher certificate numbers.

NEW YORK

A. Legal and Policy Structure

1. Validation of out-of-state certificates is provided for by law.
2. There are certification agreements with other states by the authority of the State Education Department.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation is required of all institutions in the state which prepare teachers. Initial state approval is granted for a period of one year, subsequent approval for a period of up to 5 years. The procedure for initial and subsequent approval differs in that a written proposal only is required for the initial approval, an evaluation visit for subsequent approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. There is no formal provision for appeal by an institution which is not approved, but reconsideration is always possible.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office and individual consultants. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. A training program for audit personnel takes 2 days and involves 2 or 3 persons. Time between audits is up to 5 years; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Education Department's Teacher Certification Office. Criteria were last revised in 1966. An institution may depart from its approved program with the approval of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the certification officer or director of teacher education within the institution, but not by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

16 public institutions -- 9,500
63 private institutions -- 6,300

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 15,300

Average number of teachers certified each year by higher institutional recommendations to state department -- 15,800

Number of non-certified teachers employed as of the 1962-63 school year -- 9,161

State Education Department Personnel:

8 -- review credentials for certification
3 -- process credentials and do related office activities
5 -- approve teacher education program applications from institutions of higher education and make evaluation visits to institutions

Significant changes in procedure are anticipated in the near future. Data processing is not used. Social security numbers are not part of certificate numbers.

NORTH CAROLINA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law; authority for doing so is included in the broad powers given the State Board of Education by the Legislature.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and Southern Association accreditation is required of all institutions in the state which prepare teachers. State accreditation follows regional accreditation. The period of approval varies among programs but is granted for periods of up to 5 years, both initially and subsequently. The procedure for subsequent approval differs from that for initial approval in that evaluation visits are shorter and involve fewer persons. A teacher education program is authorized by the president or dean as an official program of the institution seeking approval. Institutions which are not approved may re-apply for approval when necessary improvements have been made.

On-campus evaluations are made during the period of initial approval. Visiting teams may involve representatives of the State Education Department's Teacher Education and Certification Office, higher institutions, and public school personnel. The institution's program is described in writing prior to the visit; an outline of required information is furnished by the State Education Department. A training program for visiting personnel is given by State Education Department personnel. An average evaluation visit takes 3 days and involves 10 to 20 persons. The period between visits is up to 5 years; written standards are used by the visiting team; the expenses of the visiting team are borne by the State Board of Education.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the State are established by representatives of the State Education Department's Teacher Education and

Certification Office, higher institutions, lay committees, the State Board of Education, and teachers. Final approval of criteria is granted by the State Board of Education; the Teacher Education and Certification Office provides the leadership. Criteria were last revised in 1962. An institution may depart from its approved program with the approval of the State Education Department's Teacher Education and Certification Office and the higher institutions of the state.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed within the institution and also by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

14 public institutions -- 4,000
26 private institutions -- 2,000

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2,000

Average number of teachers certified each year by higher institutional recommendations to state department -- 5,000

Number of non-certified teachers employed as of May, 1966 -- 1,913

State Education Department Personnel:

5 -- review credentials for certification
7 -- process credentials and do related office activities
3 -- review credentials, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not a part of the certificate numbers.

NORTH DAKOTA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include a record of each certificate issued in the state but not a copy of the teacher education programs of the state's institutions of higher learning.

B. Approval of Teacher Education Programs for Certification

State accreditation only is needed. All other questions in this section were answered as "Not Applicable".

C. Criteria for Approval of Teacher Education Programs

All questions in this section were answered as "Not Applicable".

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed within the institution but not by the State Education Department. Recommendation by the institution of a candidate's competence to teach was indicated as being "Not Applicable".

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

7 public institutions -- 2,442
2 private institutions -- 88

No information was given on the number of teachers certified each year.

Number of non-certified teachers employed as of October, 1966 -- 8

State Education Department Personnel:

1 -- reviews credentials for certification

No significant changes in procedure are anticipated in the near future. Data Processing is employed. Social security numbers are not a part of certificate numbers.

OHIO

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of the institutions in the state which prepare teachers. There is no specific period of time for which either initial or subsequent approval is granted. There is no difference in procedure for initial and subsequent approval, except that on subsequent visits by an audit team recommendations are made to the institution for improving its programs. A teacher education program is authorized by the president or the dean of the college of education as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office and higher institutions. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. Informal training for audit personnel is conducted by the State Education Department. An average audit takes more than 3 days and involves from 2 to 4 persons. There is no specific time between audits; written standards are used by the visiting team; expenses of State Education Department personnel on the visiting team are borne by the State Education Department, expenses of others are borne either by the institution or by the members themselves.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office and the higher institutions, with final approval granted by the State Board of Education acting on the recommendation of the State Superintendent. The criteria were last revised in 1954. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance by an accredited institution. Transcripts of candidates for certification are reviewed by the head of the education department of the institution, but not by the State Education Department. A recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

10 public institutions -- 6,000
40 private institutions -- 3,000

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 4,800

Average number of teachers certified each year by higher institutional recommendations to state department -- 9,000

Number of non-certified teachers employed as of the 1965-66 school year -- 8,000

State Education Department Personnel:

3 -- review credentials for certification
2 -- approve teacher education program applications
2 -- make evaluation visits to institutions
7 -- process credentials and do related office activities
3 -- review credentials and approve program applications
2 -- approve applications and make evaluation visits
3 -- review credentials, approve applications, and make visits

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of the certificate numbers.

OKLAHOMA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted not prohibited by law.
2. There are certification agreements with 28 other states, by the authority of the State Education Department and the State Board of Education.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers, although all institutions in the state have regional accreditation. The period of state approval is for up to 5 years, with the time varying according to program. The procedure for initial and subsequent approval varies only in that initial approval is in more detail and depth than subsequent approval. A teacher education program is authorized by the director of teacher education as an official program of the institution seeking approval. There is no formal provision for appeal by the institutions whose programs are not approved, but appeals to the State Board of Education may be and are made.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, P.T.A. and school boards, public school personnel, and members of the Oklahoma TEPS Commission and Council on Teacher Education. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no formal training program for audit personnel; instead it is arranged so that only one new person be included on each team, the new member to work with an experienced person. An average audit takes 2 or 3 days and involves from 7 to 10 persons. The time between audits is 5 years, and written standards, which are based on USOE Bulletin 351, are used. The expenses of the visiting team are paid for from a special fund in the State Education Department, with the institutions sometimes providing food.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, lay committees, a committee of certification specialists, the State Board of Education, a Program Planning and Reviewing Committee, and the Oklahoma TEPS Commission. Final approval of criteria were last revised in 1960. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office, except in cases involving addition of new courses, which must be approved by the Board of Regents for Higher Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the Director of Teacher Education or by an officer designated by him and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

11 public institutions -- 6,589
7 private institutions -- 899

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 1,369

Average number of teachers certified each year by higher institutional recommendations to state department -- 6,696

Number of non-certified teachers (certified directly by the Division of Teacher Education and Certification and the State Board of Education upon request of an administrative official of the employing school employed as of June, 1966 -- 752

State Education Department Personnel:

3 -- review credentials for certification
5 -- engage in secretarial duties, process credentials, and do related office activities (full time)
3 -- engage in secretarial duties, process credentials, and do related office activities (part time)
1 -- reviews credentials, approves teacher education program applications from higher institutions, and makes evaluation visits to institutions.

No significant changes in procedures are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers.

OREGON

A. Legal and Policy Structure

1. Validation of out-of-state certificates is prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and regional accreditation are required of all institutions in the state which prepare teachers. State accreditation follows regional accreditation. Initial state approval is granted for periods of up to 5 years, subsequent approval for 5 years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the dean or director of teacher education as an official program of the institution seeking approval. There is no formal provision for appeal by institutions whose program is not approved, but they may ask for a review by the State Board of Education.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no formal training program for audit personnel, but orientation sessions are provided by the State Education Department. An average audit takes 2 or 3 days and involves 7 persons. Time between audits is from 1 to 5 years; written standards are used by the visiting team; expenses are borne jointly by the institution and the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, and public school personnel. Final approval of criteria is granted by the State Board of Education. The criteria were last revised in 1961. An institution may depart from its approved program only with the approval of the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed within the institution, and may also be reviewed by the State Education Department if it seems necessary. Recommendation by the institution of a candidate's competence to teach is "presumably" essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

6 public institutions -- 1,602
9 private institutions -- 382

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 13,244

Number of non-certified teachers employed as of the 1963-64 school year -- 1,450

State Education Department Personnel:

2 -- review credentials for certification
8 -- process credentials and do related office activities
1 -- approves teacher education program applications from institutions of higher education and makes evaluation visits to institutions
1 -- reviews credentials, approves program applications, and makes evaluation visits

No significant changes in procedure are anticipated in the near future. Data processing is not used. Social security numbers are not part of certificate numbers.

PENNSYLVANIA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are certification agreements with other states by the authority of a State Board of Education regulation.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and Middle State Association accreditation are required of all institutions in the state which prepare teachers. State approval follows regional approval. Both initial and subsequent state approval are granted for periods of up to 5 years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president or academic dean as an official program of the institution seeking approval. There is no need for appeal by institutions which are not approved: the State Education Department works continuously with the institutions until they either meet the standards for approval or decide not to seek further approval.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, public school personnel, and the State Education Department's Curriculum and Special Areas Offices. Some out-of-state persons are included each year. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 3 days and involves from 8 to 26 persons. There is no specified time between visits, but it is usually about 5 years. Written standards based on NASDTEC standards and USOE Bulletin 351 are used by the visiting team. Expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Education Department's Teacher Certification Office, using NASDTEC and Bulletin 351 as guidelines. Criteria are in process of being revised. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions may be used toward certification only when they have been validated by acceptance and the completion of at least 30 semester hours of further study at an accredited institution. Transcripts of candidates for certification are checked by each candidate's program advisor during his years in college to insure that he is taking the approved program. They are not checked by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

17 public institutions -- 8,000
57 private institutions -- 3,500

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 6,000

Average number of teachers certified each year by higher institutional recommendations to state department -- 10,000

Number of non-certified teachers employed as of October, 1966 (These certificates are valid for 90 days only and are issued directly by county authority or by the school districts) -- 1,000

State Education Department Personnel:

7 -- approve teacher education program applications from higher institutions and make evaluation visits to institutions
14 -- process credentials for certification and do related office activities

The only significant change in procedure anticipated is the introduction of data processing. Social security numbers are part of certificate numbers.

RHODE ISLAND

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are certification agreements with other states by authority of a State Education Department regulation.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is needed. There is no specified period of time for which either initial or subsequent approval is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. There is provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, lay groups, and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 2 days and involves from 3 to 5 persons. There is no specified time between visits; written standards, based on USOE Circular 351, are used by the visiting team. Expenses are borne by the institutions.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office and higher institutions, using the guidelines set down in USOE Circular 351. Final approval of the criteria is granted by the State Education Department. The criteria are in the process of revision. An institution may depart from its approved program with the approval of the State

Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the chairman of the education department within the institution, and also by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

2 public institutions -- 478
6 private institutions -- 332

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 900

Average number of teachers certified each year by higher institutional recommendations to state department -- 382

Number of non-certified teachers employed as of November, 1966 -- 645

State Education Department Personnel:

1 -- reviews credentials for certification, approves teacher education program applications from institutions of higher education, and makes evaluation visits to institutions
3 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers.

SOUTH CAROLINA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State approval only is required of institutions in the state which prepare teachers; there is no accreditation. Both initial and subsequent approval are granted for periods of from 5 to 10 years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the director of teacher education as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, and public school personnel. The institution's program is described in writing prior to the audit. An outline of required information is furnished by the State Education Department; this is now being revised. There is no training program for audit personnel. An average audit takes 3 days and involves 5 persons. There is no specified time between audits; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the Teacher Education Council which is composed of representatives of the State Education Department's Teacher Certification Office, higher institutions, and the local districts. Final approval of criteria is granted by the State Board of Education. Criteria are in the process of being revised. An institution may depart from its approved program with the approval of the Teacher Education Council and the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by further study at an accredited institution, or by examination. Transcripts of candidates for certification are reviewed within the institution, and also by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

750 from public institutions
1,200 from private institutions

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 3,500

Average number of teachers certified each year by higher institutional recommendations to state department -- 1,000

Number of non-certified teachers employed as of the 1964-65 school year -- 48

State Education Department Personnel:

5 -- review credentials for certification
10 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers.

SOUTH DAKOTA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law, but would be permitted by the broad authority granted to the State Board of Education.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and North Central Association accreditation is required of all institutions in the state which prepare teachers. State accreditation follows regional accreditation. There is no specified period of time for which either initial or subsequent state approval is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by an official designated by the president as an official program of the institution seeking approval. Appeal may be made to the State Board of Education by institutions which are not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, NCATE, the North Central Association, lay groups, and public school personnel. The institution's program is described in writing prior to the audit; there is no outline of required information. There is no training program for audit personnel. An average audit takes 2 days and involves 3 persons. There is no specified time between visits; written standards are not used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, a committee of certification specialists, NCATE, North Central Association, and the

State Board of Education. Final approval of criteria is granted by the State Education Department. Criteria were last revised in 1965. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed by an appropriate officer within the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

6 public institutions -- 1,090
7 private institutions -- 523

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2,000

Average number of teachers certified each year by higher institutional recommendations to state department -- 1,600

Number of non-certified teachers employed as of September, 1966 -- 154

State Education Department Personnel:

2 -- review credentials for certification, approve teacher education program applications from higher institutions, and make evaluation visits to institutions
2 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers, but are part of the certificate records.

TENNESSEE

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of institutions in the state which prepare teachers. Approval is on a continuing basis, with re-evaluation at least every seven years. The procedure for initial and subsequent approval varies in that there is no formal procedure for re-approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. Institutions whose programs are not approved may appeal through continuous negotiation with the State Education Department or may submit additional information.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, the State Board of Education, and other offices of the State Education Department. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. Audit personnel who have not had prior experience are provided a briefing session by State Education Department personnel immediately prior to their first visit. An average audit takes about 1 day and usually involves 5 persons. The time between visits is 7 years, although more frequent visits may be made as required. Written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, lay committees, and the State

Board of Education. Final approval of criteria is granted by the State Board of Education. The criteria were last revised in 1962. An institution may not depart from its approved program.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the appropriate recommending official within the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

7 public institutions -- 2,400
24 private institutions -- 1,600

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2,500

Average number of teachers certified each year by higher institutional recommendations to state department -- 2,500

Number of non-certified teachers employed as of November, 1966 -- 1,000

State Education Department Personnel:

1 -- reviews credentials for certification
3 -- process credentials and do related office activities
1 -- reviews credentials, approves teacher education program applications from higher institutions, and makes evaluation visits to institutions.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not a part of certificate numbers.

TEXAS

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are no certification agreements with other states.
3. Teacher Education and Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers. There is no specified period for which approval is given; it may vary from 1 to 5 years for initial approval and may be no more than 9 years for subsequent approval. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the chairman of the Committee of Teacher Education or the head of the department or college of education as an official program of the institution seeking approval. Institutions which are not approved may appeal to the Commissioner of Education and the State Board of Education.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Education and Certification Office, higher institutions, and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. A training program for audit personnel is conducted by the State Education Department. An average audit takes 3 days and involves 6 or 7 persons. The time between visits varies in accordance with the period of approval. Written standards are used by the visiting team; expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Education and Certification Office, higher institutions, county authorities, local districts, the State Board of Education, and all state professional associations. Final approval of criteria is granted by the State Board of Education. The criteria were last revised in 1964. An institution may depart from its approved program with the approval of the State Education Department's Teacher Education and Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance toward a degree program at an accredited institution. Transcripts of candidates for certification are reviewed by the Committee of Teacher Education within the institution. A professional member of the State Education Department audits transcripts of recent graduates during an on-campus visit. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

21 public institutions -- 7,692
30 private institutions -- 2,564

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 4,356

Average number of teachers certified each year by higher institutional recommendations to state department -- 10,256

Number of non-certified teachers employed as of August, 1966 -- 10,314

State Education Department Personnel:

4 -- review credentials for certification
4 -- process credentials and do related office activities
3 -- approve teacher education program applications from higher institutions and make evaluation visits to institutions
3 -- review credentials, approve program applications and make evaluation visits

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers, although this is being considered.

UTAH

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law, but is possible under the broad powers granted to the State Board of Education.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers. Both initial and subsequent state approval are granted for a period of 5 years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the head of teacher preparation as an official program of the institution seeking approval. There is no formal provision for appeal by an institution whose program is not approved, but an appeal may be made in any decision of the State Education Department.

On-campus audits are made during the periods of both initial and subsequent approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, public school personnel, and professional organizations. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no formal training program for audit personnel but an orientation program at the time of the visit is conducted by the State Education Department personnel. An average audit takes 2 days and involves 11 persons. The time between visits is 5 years. USOE Bulletin 351 is used as a standard. Expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, lay committees, and local districts. Final approval of criteria is granted by the State Board of Education. The criteria in use are those of USOE Bulletin 351. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed by the certification officer within the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

4 public institutions -- 1,250
2 private institutions -- 1,150

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 5,000

Average number of teachers certified each year by higher institutional recommendations to state department -- 2,500

Number of non-certified teachers employed as of October, 1966 -- 260

State Education Department Personnel:

1 -- reviews credentials for certification
4 -- process credentials and do related office activities
1 -- directs the establishment of standards, approves teacher education program applications from higher institutions, and makes evaluation visits to institutions (the director)
1 -- reviews credentials and makes evaluation visits

It is anticipated that there will be significant changes in procedure in the near future. Data processing is not used. Social security numbers are not part of certificate numbers.

VERMONT

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are certification agreements with other states, by authority of State Education Department regulation.
3. State Education Department may certify out-of-state teachers.
4. State Education Department records include a record of each certificate issued in the state but not a copy of the teacher education program of each institution of higher learning in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of the institutions in the state which prepare teachers. Initial approval is granted for a period of up to 5 years; there is no specified period of time for subsequent approval. There is no difference in procedure for initial and subsequent approval. The teacher education program is authorized by the president as an official program of the institution seeking approval. There is no provision for appeal by institutions whose programs are not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. A training program for audit personnel is conducted by the State Education Department. An average audit takes 3 days and involves 10 to 12 persons. There is no specified time between visits; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, and local districts. Final approval of criteria is granted by the State Education Department. The criteria used follow USOE Circular 351.

An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification upon evaluation by the State Education Department. A variety of educational experiences are considered for certification credit. The transcripts of candidates for certification are reviewed by the dean within the institution, but not by the State Education Department. Recommendation from the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

4 public institutions -- 350
8 private institutions -- 60

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 1,110

Average number of teachers certified each year by higher institutional recommendations to state department -- 1,265

Number of non-certified teachers employed as of July, 1966 -- 536

State Education Department Personnel:

1 -- reviews credentials for certification
1 -- processes credentials and does related office activities
1 -- approves teacher education program applications from institutions of higher learning and makes evaluation visits to institutions

It is anticipated that significant changes in procedure will be made in the near future, including the introduction of data processing. Social security numbers are not part of certificate numbers.

VIRGINIA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers. There is no specified time for which either initial or subsequent approval is granted.

No formal approved program is used within the state. However, on-campus audits are made, and these involve representatives of the State Education Department's Teacher Certification Office and higher institutions. The institution's program is described in writing prior to the audit. There is no formal training program for audit personnel. An average audit takes 1 day and involves from 3 to 5 persons; written standards for the visiting team are now being formulated; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, and local school districts. Final approval of criteria is granted by the State Board of Education. Criteria are now being revised and should be completed by 1968.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance by an accredited institution. Transcripts of candidates for certification are reviewed by the supervisor of teacher certification within the institution, and by the State

Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

9 public institutions -- 6,000
16 private institutions -- 3,000

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 9,000

Number of non-certified teachers employed as of October, 1966 -- 1,700

State Education Department Personnel:

7 -- review credentials for certification
2 -- approve teacher education program applications from institutions of higher education
2 -- make evaluation visits to institutions
19 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of certificate numbers.

WASHINGTON

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law, but is possible through the broad powers granted to the State Board of Education.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and Northwestern Association accreditation is required of all institutions in the state which prepare teachers. The time sequence of accreditation is not fixed. Both initial and subsequent approval are granted for periods of up to 5 years; approval is on a year-by-year basis for the first 5 years. A teacher education program is authorized by the dean or chairman of education as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the initial period of approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, and public school personnel. The institution's program is described in writing prior to the audit; no outline of required information is furnished. There is no training program for audit personnel; instead, the audits are made by a standing committee with overlapping terms. An average audit takes 2 days and involves 7 persons. Time between visits is from 3 to 5 years; written standards are not used by the visiting teams; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, a committee of certification specialists, and the State Board of Education. Final approval of criteria is granted by the State Board of Education.

Criteria were last revised in 1960. An institution may depart from its approved pragram with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when accepted by an accredited institution. Transcripts of candidates for certification are reviewed by the academic dean and the teacher education department head within the institution; essential items are also checked by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

5 public institutions -- 2,239
10 private institutions -- 923

Average number of teachers certified each year by direct state department evaluation of individual credentials (including renewals, emergency certificates, etc.) -- 13,073

Average number of teachers certified each year by higher institutional recommendations to state department -- 923

Average number of teachers certified each year directly by higher institutions -- 2,239

Number of non-certified teachers employed as of May, 1966 -- 1,638

State Education Department Personnel:

2 -- review credentials for certification
3 -- process credentials and do related office activities
1 -- approves teacher education program applications from higher institutions and makes evaluation visits to institutions

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers.

WEST VIRGINIA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. State Education Department may license certified out-of-state teachers.
4. State Education Department records include both a copy of all approved teacher education programs of the institutions of higher learning in the state and a record of the official transcript on which each certificate is issued.

B. Approval of Teacher Education Programs for Certification

State and North Central Association accreditation are required of all institutions in the state which prepare teachers with state accreditation following regional accreditation. Initial state approval is granted for a period of 1 to 3 years; subsequent approval is for periods of three years until all requirements have been met, 5 years thereafter. Initial approval is based primarily on an evaluation of a written description of the program; subsequent approval is based upon both the program description and an on-campus audit. A teacher education program is authorized by the president as an official program of the institution seeking approval. Institutions which are not approved may request a review and file an appeal with the State Superintendent of Schools.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department, higher institutions, public school personnel, the West Virginia Advisory Council on Teacher Education, and out-of-state agencies. The institution's program is described in writing prior to the audit; an outline of official standards is furnished. There is no formal training program for audit personnel but an orientation is held at the beginning of the audit. An average audit takes 3 days and involves 5 or more persons. The time between audits is 3 years until requirements are met, 5 years thereafter. Written standards are used by the visiting team. Expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Standards for approval of teacher education programs in the institutions of the state are developed by the West Virginia Advisory Council composed of representatives of the public school system, the State Education Department, and each institution in the state which has been approved for teacher education. The State Director of Teacher Preparation and Professional Standards coordinates the work of the Council and the State Education Department. Final approval of the standards recommended by the Council is granted by the State Board of Education. Standards were last revised in 1963. An institution may depart from its approved program with the approval of the State Superintendent of Schools after recommendations by an advisory committee.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed by the dean or chairman of the education department within the institution; the State Education Department checks primarily to determine whether the candidate has followed the approved program. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

10 public institutions -- 1,672
7 private institutions -- 336

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2,400

Average number of teachers certified (graduates of liberal arts colleges) each year by scores of the National Teachers Examination--55

Number of non-certified teachers employed as of November, 1965 -- 2,155

State Education Department Personnel:

1 -- reviews credentials for certification
3 -- approve and supervise teacher education programs in higher institutions
5 -- process credentials and do related office activities
1 -- reviews credentials and approves teacher education programs
1 -- reviews credentials, approves teacher education programs, and makes evaluation visits to institutions (the director)

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are used for certificate numbers.

WISCONSIN

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

No accreditation is required of institutions in the state which prepare teachers. There is no specified period of time for which either initial or subsequent state approval of individual teacher education programs are approved. There is no difference in procedure for initial and subsequent approvals. A teacher education program is authorized as an official program of the institution by a certifying agent designated by the college or university. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is not furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 1 day and involves 2 persons. Written standards are used by the visiting team. Expenses of team members who are State Education Department personnel are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Education Department's Teacher Certification Office with the cooperation of the state TEPS. Criteria for the various programs were revised at different times. Institutions may not depart from the approved program.

D. Certification Procedure

All transcripts of candidates for certification are reviewed by the License Advisor within the institution; the State Education Department checks some. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

11 public institutions -- 6,578
20 private institutions -- 1,605

Average number of teachers certified each year by higher institutional recommendations to state department -- 8,024

Number of non-certified teachers employed as of the 1965-66 school year -- 311

State Education Department Personnel:

25 -- review credentials for certification, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions
5 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of the certificate numbers.

WYOMING

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and regional accreditation is required of all institutions in the state which prepare teachers with state accreditation preceding regional accreditation.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, the regional accrediting group, NCATE, and the State Board of Education. Final approval of criteria is granted by the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification if accepted for a program at an accredited institution. Transcripts of candidates are checked by the State Education Department. Recommendation by the institution of a candidate's competence to teach is required for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state is not available.

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 1,500

Number of non-certified teachers employed as of October, 1966 -- 142

State Education Department Personnel:

2 -- review credentials for certification
4 -- process credentials and do related office activities
2 -- review credentials and approve teacher education program applications from institutions of higher education
2 -- review credentials, approve program applications, and make evaluation visits to institutions

The only significant changes in procedure anticipated are the introduction of data processing and the inclusion of social security numbers as part of certificate numbers.

TABLE I

PRACTICES IN PROGRAM APPROVAL

State	Conduct On-Campus Audits	Time Interval for Audits	Previous Documentation	Written Criteria for Audit
Alabama	$Y^{a,b}$	n	Y	Y
Alaska *	-	-	-	-
Arizona +	--	-	-	-
Arkansas	$Y^{a,b}$	n	Y	Y
California	$Y^{a,b}$	5	Y	Y
Colorado	$Y^{a,b}$	5	N	$Y^{c,d}$
Connecticut	$Y^{a,b}$	n	Y	Y
Delaware	Y^{b}	n	N	N
District of Columbia +	--	-	-	-
Florida	$Y^{a,b}$	3	Y	Y
Georgia	$Y^{a,b}$	5	Y	Y
Hawaii +	--	-	-	-
Idaho	$Y^{a,b}$	n	N	Y
Illinois	N	n	N	N
Indiana	$Y^{a,b}$	n	Y^{d}	Y
Iowa	$Y^{a,b}$	5	Y	Y
Kansas	$Y^{a,b}$	n	Y^{d}	Y^{d}
Kentucky	$Y^{a,b}$	5	Y	Y^{d}
Louisiana	$Y^{a,b}$	5	Y	Y
Maine	n	n	Y^{c}	Y^{c}
Maryland	$Y^{a,b}$	n	Y	Y
Massachusetts	$Y^{a,b}$	n	Y	Y
Michigan	Y^{a}	n	Y	N
Minnesota	$Y^{a,b}$	5	Y^{d}	Y^{d}
Mississippi	$Y^{a,b}$	n	Y	N
Missouri +	--	-	-	-
Montana +	--	-	-	-
Nebraska	$Y^{a,b}$	3	Y	Y
Nevada +	N	-	-	-
New Hampshire	$Y^{a,b}$	n	Y	Y^{c}
New Jersey	$Y^{a,b}$	n	Y	Y
New Mexico	Y^{a}	5	Y	Y
New York	$Y^{a,b}$	5	Y	Y
North Carolina	$Y^{a,b}$	5	Y	Y
North Dakota +	--	-	-	-
Ohio	$Y^{a,b}$	n	Y	Y
Oklahoma	$Y^{a,b}$	5	Y	Y^{c}
Oregon	$Y^{a,b}$	5	Y	Y
Pennsylvania	$Y^{a,b}$	n	Y	Y^{c}

Table I (continued)

State	Conduct On-Campus Audits	Time Interval for Audits	Previous Documentation	Written Criteria for Audit
Rhode Island	Y[a,b]	n	Y	Y[c]
South Carolina	Y[a,b]	n	Y	Y
South Dakota	Y[a,b]	n	Y	N
Tennessee	Y[a,b]	7	Y	Y
Texas	Y[a,b]	n	Y	Y
Utah	Y[a,b]	5	Y	Y[c]
Vermont	Y[a,b]	n	Y	Y
Virginia	Y[a,b]	n	Y	N
Washington	Y[a,b]	5	Y	N
West Virginia	Y[b]	5	Y	Y
Wisconsin	Y[a,b]	n	Y	Y
Wyoming +	--	-	-	-

* information not available
a initial
b subsequent
n time interval not specified
c includes USOE Bulletin 351
d includes NCATE Standards
+ items not applicable

TABLE 2

STATE POLICY STRUCTURES IN APPROVING PROGRAMS

State	Requires regional accreditation	Accredits Institutions	Validates out-of-state certificates
Alabama	Y[b]	Y	1
Alaska	-	-	-
Arizona	N	Y[d]	1
Arkansas	Y[a]	Y	2
California	Y[a]	N	1
Colorado	Y[c]	Y[d]	1
Connecticut	Y[c]	Y	1
Delaware	Y[b]	Y	1
District of Columbia	N	N	1
Florida	Y[c]	Y[d]	1
Georgia	Y[a]	Y	1
Hawaii	Y	N	3
Idaho	Y[a]	Y	3
Illinois	N	Y	3
Indiana	N	Y[d]	1
Iowa	Y[b]	Y	3
Kansas	N	Y[d]	1
Kentucky	Y[b]	Y	1
Louisiana	N	Y	3
Maine	N	Y	3
Maryland	N	Y	3
Massachusetts	N	Y	1
Michigan	Y[c]	N	3
Minnesota	Y[a]	Y	1
Mississippi	N	Y	1
Missouri	Y	N	1
Montana	Y	N[d]	1
Nebraska	Y[a]	Y	3
Nevada	Y[c]	Y[d]	1
New Hampshire	Y[a]	Y[d]	3
New Jersy	N	Y	3
New Mexico	N	Y	3
New York	N	Y	3
North Carolina	Y[a]	Y	1
Norht Dakota	N	Y	1
Ohio	N	Y	1
Oklahoma	N	Y	1
Oregon	Y[a]	Y	2
Pennsylvania	Y[a]	Y	3

TABLE 2 (continued)

Rhode Island	N	Y	1
South Carolina	N	N	1
South Dakota	Y[a]	Y	1
Tennessee	N	Y	3
Texas	N	Y	3
Utah	N	Y	1
Vermont	N	Y	3
Virginia	N	Y	1
Washington	Y[c]	Y	1
West Virginia	Y[a]	Y	1
Wisconsin	N	N	1
Wyoming	Y[b]	Y	3

* information not available
a prior to state accreditation
b post state accreditation
c order not specified
d recommends or requires NCATE approval
1 not specified
2 specifically prohibited
3 specifically permitted